



## **Migrant Education Mini-Grant Application Checklist**

The Migrant Education Program can help your school better serve the children of migratory farming or logging families. We offer Mini-grants to fund supplemental educational services, such as one-on-one tutoring, for migrant students who are struggling to meet the standards.

The Mini-grant application is designed to be straightforward and easy to complete, so that schools can access funds to serve migrant students with ease and efficiency.

When applying for a Migrant Education Mini-grant, please be sure to:

- Identify your Migrant student's academic needs and/or supplemental service needs, e.g. "Student does not hand in homework;" "Student has missed the following key math concepts...;" or "Student had low scores on the following assessment...".
- Define your objectives, e.g. "To introduce the following math concepts and become proficient as measured by..."
- Define your service plan, e.g. "Afterschool tutoring once per week for 2 hours with a highly qualified teacher."
- Estimate the cost of service delivery, e.g. "Eight tutoring sessions at \$\$ per hour for 1 hour, 2 times per week for 8 weeks, for a total of \$XXX."
- Be as specific as possible about student needs, objectives, service plan, and cost.

Contacts: Sara Stowell, Mini-Grant Coordinator, for assistance in completing the Mini-grant application at [sara.stowell@uvm.edu](mailto:sara.stowell@uvm.edu) or 802-224-4100 ext. 226.

Mail the application to:

Attention: Elizabeth Rand  
Vermont Agency of Education  
219 North Main Street, Suite 402  
Barre, Vermont 05641

Mini-Grant funds can be used to fund supplemental educational services including, but not limited to:

- Literacy and math tutoring
- Tutoring in other subject areas
- Assistance with homework completion
- Supplemental ELL instruction (in addition to services offered by primary ELL teacher)
- Needed school supplies
- Afterschool or summer programming